



The Gas Turbine Fuel Systems Division of Parker Hannifin Corporation located in Clyde, NY is seeking candidates for the position of **Senior Contracts Administrator**.

POSITION SUMMARY

Administers contracts for complex products and systems to ensure fulfillment of contractual fiscal and performance obligations. Defines requirements, generates proposals, monitors performance, negotiates pricing and terms, and ensures compliance with contract requirements. May determine customer requirements for new products and/or systems (e.g. proposals that include engineering design and system hardware) and other specialized assignments.

JOB RESPONSIBILITIES

- Responsible for customer requests for proposals on all new product development activities from request through submittal to the customer.
- Identifies scope creep in development programs and provides written communication to the customer regarding cost and schedule impact.
- Negotiates complex contracts for new product development programs.
- Prime interface between Parker and the customer for all new product development activities.

JOB REQUIREMENTS

- Bachelors degree in Business Administration or a related discipline.
- Six or more years of related experience.
- Advanced knowledge of contract administration principles, including familiarity with the FAR, DFARS, and CFR.
- Experience with new product introductions and/or project administration preferred.
- Strong communication (written and verbal), presentation and negotiation skills.
- Technical and/or manufacturing background a plus.

Due to Parker's military contractor status, the applicant must be a US citizen or a permanent resident of the United States, and must provide evidence of citizenship or immigration status upon applying for the position.

Parker Hannifin proudly supports Affirmative Action and is an Equal Employment Opportunity Employer. M/F/D/V encouraged to apply.

TO APPLY:

Please visit our web site to apply: www.Parker.com